

# Blue Earth Consultants, LLC

## GSA Federal Supply Schedule for Environmental Services

**Contract Number: GS-10F-174AA**

**Contract Period: May 23, 2013 through May 22, 2018**

**283 4th Street, Suite 202  
Oakland, California 94607**



**Schedule**  
Contract GS-10F-174AA

Creating sustainable solutions

**BLUE EARTH**  
CONSULTANTS

# GSA Contract GS-10F-174AA

Small, Woman Owned Business

Awarded Special Item Numbers (SIN): 899-1 and 899-1 RC

Contract Period: May 23, 2013 through May 22, 2018

GSA Customer Information Environmental Services	
<b>Federal Supply Group</b>	899
<b>Class</b>	F999
<b>Awarded Special Item Numbers (SIN)</b>	899-1 and 899-1 RC
<b>DUNS Number</b>	607721524
<b>Contract Number</b>	GS-10F-174AA
<b>Contract Duration</b>	5/17/2013 through 5/16/2018
<b>Contractor</b>	Blue Earth Consultants, LLC
<b>Contract Administration</b>	Tegan Hoffmann Jaan Palm-Leis
<b>Contractor Address</b>	283 4th Street, Suite 202 Oakland, CA 94607
<b>Business Size</b>	Small, Woman Owned Business
<b>Telephone</b>	(510) 286-8207
<b>Fax</b>	(510) 655-7800
<b>Website</b>	<a href="http://www.blueearthconsultants.com">www.blueearthconsultants.com</a>
<b>E-mail</b>	<a href="mailto:tegan@blueearthconsultants.com">tegan@blueearthconsultants.com</a> <a href="mailto:jaan@blueearthconsultants.com">jaan@blueearthconsultants.com</a>

## Federal Acquisition Service

### *Authorized Federal Supply Schedule Price List*

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is: <http://www.GSAAdvantage.gov>.



# Blue Earth Consultants, LLC Overview

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Founded in 2005 by Dr. Tegan Churcher Hoffmann, Blue Earth Consultants has a portfolio of over 85 projects completed for a multitude of clients in the United States and internationally. We specialize in developing sustainable solutions to complex, multi-faceted marine and terrestrial issues. We work with communities, businesses, non-governmental organizations, academic institutions, and governments to provide the best ideas and consulting services that help improve resource management and sustainable practices around the world. Blue Earth Consultants recommends innovative and practical tools and strategies and assist in the creation of institutions, programs, and projects that realize significant returns for the environment and social welfare. Although Blue Earth Consultants works in many places around the globe, the firm has extensive expertise designing solutions for clients working in California and the U.S. West Coast, South Asia and the Pacific, and Mexico and the Wider Caribbean.

We are committed to maintaining the highest professional standards and upholding our core values: *integrity, partnership, excellence, compassion, and sustainability.*

## Our Mission

Blue Earth Consultants' mission is to provide globally the best ideas and consulting services for communities, businesses, non-governmental organizations, and governments to improve resource management, sustainable practices, and environmental and social resiliency.

## Services and Expertise

Blue Earth Consultants provides its government clients unparalleled services and employs its unique expertise in organizational effectiveness, natural resource management, environmental and social science, and stakeholder engagement to meet its client's needs. The firm's blend of technical and topical knowledge fosters the development of effective, innovative solutions to complex, at times challenging, and politically charged problems facing our clients.

Blue Earth Consultants combines depth of experience, thoughtful process, and fresh insights to deliver tailored solutions that meet our clients' goals, on time and in budget. We focus the talents of our multi-disciplinary team to produce high-quality results across a wide spectrum of services, topics, and geographies.

Although we refine each project to clients' needs, we apply our core approach to most projects. Our work is **participatory** in nature; it engages clients in identifying key goals, outcomes, and relevant resources in the course of a project. It draws on leading **natural and social science research methods**, including content analysis and semi-structured interviews and can, if desired, entail peer review. It connects information from different, relevant scales and sectors, allowing for innovative **integration of knowledge**. Finally, it focuses on **real-world realities and practical, effective solutions**.



Blue Earth Consultants has extensive experience working with and across scales including local, state, and federal stakeholders. In addition, we have performed a wide range of services to meet government agency needs. Blue Earth Consultants excels in a number of key service areas including monitoring and evaluation, performance enhancement; funding and financing; strategic and business planning; technical facilitation and meeting logistics; science integration; and next/best practices.

### Monitoring and Evaluation, Performance Enhancement

- Implement projects to help our clients reflect on progress and consider lessons learned in order to foster continuous improvement in program and project investments.
- Develop monitoring and evaluation frameworks and tools, conduct granting due diligence, identify effective measurement criteria, and perform program evaluations at small to large-regional scales to realign goals and strategies, increase accountability and transparency, and improve effectiveness.
- Design SMART (Specific, Measurable, Attainable, Realistic, and Timely) criteria and metrics for performance monitoring.

### Funding and Financing

- Identify potential funding streams and leverage opportunities, develop innovative strategies for designing and implementing sustainable financial mechanisms, and evaluate the efficacy of portfolio-level funding distribution plans.
- Advise and facilitate negotiations and the development of formal and informal agreements for funding public and private partnerships.

### Strategic and Business Planning

- Take stock of an organization's or program's current state, clarify its goals and objectives, formulate a strategic process to achieve those goals and objectives, and produce an action plan, timeline, and budget for implementation.
- Develop institutional structure and governance models, performing feasibility assessments and due diligence, reviewing organization and program strengths and recommending new opportunities, mapping long-term programmatic sustainability, identifying alignment and leveraging opportunities, facilitating strategic visioning sessions, and designing and drafting business plans.

### Technical Facilitation and Meeting Logistics

- Supports government clients with strong facilitation skills and experience backed by a comprehensive understanding of natural resource management issues and successful governance structure.
- Plan meeting logistics and program design.
- Facilitate decision-making and work planning, workshops and meetings, and manage public comment periods.

### Science Integration

- Identify and bridge gaps between the producers and users of scientific information to improve the integration of science into policy and decision-making processes.
- Provide multi-stakeholder process design and technical facilitation services, performs governance and institutional arrangement assessments, offers support for spatial planning and area-based management plans, coordinates peer review, and generates literature reviews, syntheses, and case studies.
- Provide background research to inform planning and decisionmaking.

### Next/Best Practices

- Help our clients move and stay at the forefront of the environmental field by supporting their adoption of next and best practices.
- Next practices are new approaches in areas of emerging interest that bring forward-thinking research and innovation to the market through voluntary or regulatory mechanisms.



Blue Earth Consultants brings topical and content expertise in the following:

Natural Resource Management and Governance	<ul style="list-style-type: none"><li>•Area-based management and coastal and marine spatial planning (CMSP)</li><li>•Conservation stakeholder landscape, including function and processes</li><li>•Conservation strategies for multiple scales of intervention</li><li>•Indigenous and community rights and resources</li><li>•Institutional arrangements and governance</li><li>•Land-sea connections</li><li>•Small Island Developing States (SIDS)</li><li>•Sustainable fisheries management</li></ul>
Sustainable Business and Finance	<ul style="list-style-type: none"><li>•Corporate sustainability</li><li>•Ecosystem Services markets</li><li>•Long-term financing for sustainable resource management and protected areas</li><li>•Social and environmental return on investment (ROI)</li><li>•Sustainable certifications and standards</li><li>•Sustainable seafood</li><li>•Sustainable tourism</li></ul>
Organizational Effectiveness	<ul style="list-style-type: none"><li>•Branding and communication</li><li>•Capacity building</li><li>•Governance</li><li>•Monitoring and evaluation frameworks and metric development</li><li>•Operations</li><li>•Public-private partnerships</li></ul>
Geographic Expertise	<ul style="list-style-type: none"><li>•United States</li><li>•Mexico (with a specific focus on the Gulf of California and Quintana Roo)</li><li>•Central America (including the Mesoamerican Reef)</li><li>•The Insular Pacific</li><li>•Southeast Asia</li></ul>

For more information about Blue Earth Consultants, please visit [www.BlueEarthConsultants.com](http://www.BlueEarthConsultants.com) or click here to view our flyer, [\*Providing Effective and Realistic Solutions for Government Clients\*](#).



# Labor Categories and Rates

Applicable SIN #'s	Labor Category	Education	Experience	Hourly Rate w/IFF
899-1 and 899-1 RC	Principal	MA/MS	15+ years	\$190.58
899-1 and 899-1 RC	Associate	MA/MS	3+ years	\$122.17
899-1 and 899-1 RC	Jr. Associate	BA/BS	2+ years	\$92.85
899-1 and 899-1 RC	Research Assistant	BA/BS	1+ years	\$83.07

## Labor Category Descriptions

### Principal

Requires interdisciplinary training in marine natural and social science, ocean and coastal resource management, communications, and/or policy. Principal must possess a Master's Degree and more than 15 years of professional experience. This senior staff member provides technical advice, QA/QC oversight, manages multiple contracts (including contract costs and administration), and oversees staff and staff development. This senior staff member has significant latitude for independent action particularly for business development and selling work.

### Associate

Requires interdisciplinary training in marine natural and social science, ocean and coastal resource management, communications, and/or policy. Associate must possess a Master's Degree with more than 3 years of professional experience. This mid-level staff member provides project oversight, technical advice and analysis, survey design and interviews, technical writing, and has advanced skills to oversee junior staff.

### Junior Associate

Requires interdisciplinary training in marine natural and social science, ocean and coastal resource management, communications, and/or policy. Junior Associate must possess a Bachelor's Degree with 2 or more years of professional experience. Under general supervision of senior or mid-level staff, this entry-level position provides support in performing tasks under projects including web-based and primary research, interviews, data analysis, project coordination, and report writing.



### Research Assistant

Requires interdisciplinary training in marine natural and social science, ocean and coastal resource management, communications, and/or policy. Research Assistant must possess a Bachelor's Degree with 1 or more years of professional experience. Under general supervision of senior or mid-level staff, this entry-level position provides support in performing project tasks including web-based and primary research, organization and synthesis of research information, draft basic written documents, and perform some office administrative activities

### Service Contract Act

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Environmental Services Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles, and the applicable WD number. Failure to do so may result in cancellation of the contract.



# Customer Information

GSA Customer Information Environmental Services	
Maximum Order	\$1,000,000.00
Minimum Order	\$100.00
Geographic Coverage (delivery area)	Domestic only
Point(s) of Production (city, county, and state or foreign country)	283 4th Street, Suite 202 Oakland, CA 94607
Discount from list prices or statement of net price	Government net prices (discounts already deducted)
Quantity Discounts	1% on task order equal to or exceeding \$100,000.00
Prompt Payment Terms	Net 30 days
Notification that Government purchase cards are accepted up to the micro-purchase threshold	Yes
Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold	Will accept over \$2,500.00
Foreign Items (list items by country of origin)	None
Time of Delivery	Specified on the Task Order
Overnight, 2-day, Expedited, Urgent Delivery	Contact Tegan Hoffmann or Jaan Palm-Leis <a href="mailto:Tegan@blueearthconsultants.com">Tegan@blueearthconsultants.com</a> <a href="mailto:Jaan@blueearthconsultants.com">Jaan@blueearthconsultants.com</a>
F.O.B Points	Destination
Payment and Ordering Address	283 4th Street, Suite 202 Oakland, CA 94607
Warranty Provision	Contractor's standard commercial warranty
Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level)	Contact Tegan Hoffmann or Jaan Palm-Leis <a href="mailto:Tegan@blueearthconsultants.com">Tegan@blueearthconsultants.com</a> <a href="mailto:Jaan@blueearthconsultants.com">Jaan@blueearthconsultants.com</a>
Section 508 Electronic and Information Technology (EIT)	<a href="http://www.Section508.gov/">www.Section508.gov/</a>
Notification regarding registration in Central Contractor Registration (CCR) database	Registered

